City of Battlefield
Planning and Zoning Commission
Meeting Minutes
May 11, 2026

General Business

a) **Meeting called to order by** Chairman Danny Klopfer at 6:00 p.m. at Battlefield City Hall at 5434 S. Tower Drive Battlefield, MO 65619. The following Planning and Zoning Commission Members were present: Keith Wright, Michelle Gipson, Danny Klopfer, Mark Crabtree, Kevin Britt, and Tim Friel. Members absent were Ron Yancey and Shelley Igert. Staff Present were Trey Davis, Building Inspector and City Clerk Beth Anne West. Staff Absent from meeting was City Administrator Chris McPhail.

b) **Welcome to returning members**. Chairman Danny Klopfer welcomed Kevin Britt who was the citizen representative but was recently elected to the Board of Aldermen and was now the Board representative. Mr. Klopfer added that Mayor Mark Crabtree had become a voting member approved at the last Board of Aldermen meeting.

c) **Reports**

i) **Building Inspector Report-**Mr. Trey Davis noted Phase 3 of Bussell is 1/3 built out and the Old Wire Crossing is about half built out. Mr. Davis noted that the Jon Wayne Heating and Air footing will be poured tomorrow. Mr. Davis stated that the Assembly of God addition had it's footing already done.

ii) **City Administrator Report-**Written report provided by Absent City Administrator Chris McPhail.

d) .

April 13, 2026, Commission Meeting Minutes, and request staff to post approved minutes on web site. Motion was made by Member Tim Friel to approve the minutes as presented with no changes for April 13, 2026. Motion was seconded by Member Michelle Gipson. A vote was taken and the vote was 6 Ayes-Keith Wright, Michelle Gipson, Danny Klopfer, Mark Crabtree, Kevin Britt, and Tim Friel. 0 Nays. Members absent were Ron Yancey and Shelley Igert. Motion passed.

2) Public Input

None.

3) **Old Business**

a) **Sanitary Sewer Cost of Service Updates**

i) Review meeting with Toth set for May 22 set for 1:30 p.m. to look over before it is brought to the Commission for a presentation.

b) Relocation of Lift Station A Updates

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i) **RFQ Status**- Turned in at 10 a.m. today a total of 5 firms submitted qualifications to be reviewed by committee who will meet this evening to begin setting up schedule to get done by first of June 2026.

ii) **Cochran Updates to Sanitary Sewer Study**-Mr. Klopfer stated he hopes Chris McPhail can reach back out to City of Springfield and did receive an update from Cochran Engineering who is awaiting approval from Department of Natural Resources, soon.

iii) Setting a meeting with Bussell-Mr. Klopfer hopes to plan to meet with Bussell on the 14th of May to start talking about the location.

4) New Business

a) Stone Meadow Preliminary Plat

i) Major Subdivision Procedure (Review of Code 405.200-330)

ii) Owner's Presentation by their Engineer- Mr. Larry Jensen provided information on the project and stated that an approval letter was received by Toth Engineering here recently. Mr. Jensen discussed areas of concern specifically with adjoining property owners that have fences that encroach on the boundary lines and may need conveyance to correct (about 20 feet) West end of common area. Mr. Jensen spoke of the discharge to south of retention area, mentioning the diversion berm would fan the water out to the street of the new subdivision and to detention basin and into existing paved ditch and into existing retention area. . Mr. Jensen noted that both Lewis and Hutchinson roads would connect to the existing roads and there would be a total of 42 lots. Lot 72 was still up for discussion. Mr. Jensen stated that adjustments may need to be made in relation to the detention basin. Mr. Jensen stated that Hines and Schaffer did the survey work on existing landmarks and 2 other surveys were done plus Mike White of White Surveying that all say it is correct, so everyone is confident the pins are correct and the plat calls it out. Mr. Miller from Toth Engineering indicated his staff completed the review per the submittal who went through the revisions only outstanding item is the approval of the plat and he recommended such approval.

iii) Preliminary Plat Application

iv) Revised Preliminary Plat

v) Revised Applicants' Engineering Report

vi) Revised Applicants' Traffic Study

vii) City Engineer's Plan Review #4 Letter and Comments.

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viii) Discussion to include fence line inconsistencies.

Possible vote to Approve the Preliminary Plat for Stone Meadow with or without conditions and recommend approval to the Board of Alderman. Motion was made by Michelle Gipson to approve the preliminary for Stone Meadow for recommendation of approval to the Board of Aldermen as presented. Motion was seconded by Member Keith Wright. 5 Ayes, 0 Nays, 1 abstained. Member Members Ron Yancey and Shelly Igert were absent for the vote. Motion approved.

5) Future Agenda Items

a) **Sanitary Sewer Cost of Service**-Mr. Klopfer noted should have figures soon.
b) **Site Plan Alair Custom Homes**- Not received yet.
c) Recommend approval of Sewer Study Amendment once approved by DNR.

6) **Board Member Comments, Questions & Open Discussion.** Matt Miller from Toth Eng. handed out the preset schedule thought would be helpful to post on website for those that are applying to go to Planning and Zoning Commission to help them plan ahead for their projects.

7) Adjournment

Motion was made by Member Keith Wright to adjourn the meeting at 6:27 p.m. Motion was seconded by Member Michelle Gipson. A vote was taken and the vote was 6 Ayes- Keith Wright, Michelle Gipson, Danny Klopfer, Mark Crabtree, Kevin Britt, and Tim Friel. 0 Nays. Members Ron Yancey and Shelly Igert were absent for the vote. Motion approved.

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Chairman – Danny Klopfer

ATTEST:

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City Clerk-Beth Anne West, City Clerk

Reading, and vote:

Minutes approved:

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